

Civic Award (May 2023)

For Full Council on Wednesday 24 May 2023

Summary

Lead Member: Councillor David Hayward – Cabinet Member for Governance and Transparency

Lead Director: Lee Colyer – Director of Finance, Policy and Development

Head of Service: Renee Dillon – Democratic & Executive Support Services Manager

Report Author: Caroline Britt – Senior Democratic Services Officer

Classification: Partially Exempt from Disclosure – Exempt Appendix A and B – Exempt by virtue of paragraph 1 of Schedule 12A of the Local Government Act 1972 (as amended): Information relating to any individual.

Wards Affected: All

Approval Timetable	Date
Informal nominations working group	28 February 2023
Communities and Economic Development Cabinet Advisory Board	13 April 2023
Cabinet	20 April 2023
Full Council	24 May 2023

Recommendations

Recommendation as supported by:

- That Full Council awards to the individual set out at Exempt Appendix A to the report the title of Honorary Alderman.

1. Introduction and Background

- 1.1 This report advises members of the Council of a nomination for the award of Honorary Alderman and invites its consideration.
- 1.2 Tunbridge Wells Borough Council can award the title of Honorary Alderman in recognition to people who have given 'meritorious service' to the Borough. Details of the scheme are set out in Exempt Appendix B.
- 1.3 The nomination papers are set out at Exempt Appendix A and some additional background information is set out at Exempt Appendix B. Both are confidential.

Confidentiality

- 1.4 The nomination papers are set out at Exempt Appendix A to the report. The name of the nominee and the reasons for the nomination are confidential unless and until the award is made.
- 1.5 Members may discuss in general terms whether the nominee meets the criteria during a public session but must not mention the name of the nominee or any information which could identify them, except in a duly convened private session.
- 1.6 Only if Full Council approve an award and the proposed recipient has accepted the award will the name and citation be made public.

Process

- 1.7 In accordance with the adopted procedure, the nomination was considered and supported by an informal, cross-party working group consisting of the Mayor and the leaders of the political groups.
- 1.8 The Communities and Economic Development Cabinet Advisory Board is consulted on route to Cabinet which is invited to make a recommendation to Full Council.
- 1.9 If supported by Cabinet, an Extraordinary Meeting of Full Council will be convened at which the nomination will be put to the vote. The motion requires a two-thirds majority to pass.
- 1.10 If agreed by Full Council a separate presentation event of suitable standing will be arranged in the near future.

2. Options Considered

- 2.1 Members are not bound by the recommendation of the working group.
- 2.2 Members are requested to use their best judgement in determining whether the nomination set out at Exempt Appendix A meets the criteria for the award of Honorary Alderman.

3. Consultation

- 3.1 The nomination was considered and supported by the informal cross-party working group at their meeting on 28 February 2023.

Recommendation from Cabinet Advisory Board

- 3.3 The Communities and Economic Development Cabinet Advisory Board was consulted on this decision at their meeting on 13 April 2023 and the Board supported the nomination.

Recommendation from Cabinet

- 3.4 Cabinet was consulted on this decision at their meeting on 20 April 2023 and supported the nomination.

4. Implementation

- 4.1 The final decision to give the award of Honorary Alderman will be made by Full Council at the Extraordinary Meeting scheduled for Wednesday 24 May 2023, but it will not be presented at this stage.
- 4.2 If the Council agrees the award, the nominee will then be formally advised and invited to accept the award.
- 4.3 Once the nominee accepts the award, the Council will arrange a suitable public event at which to present the award in person (they may opt to receive the award privately) and the award will be publicly announced.
- 4.4 The associated cost is approximately £2000 (this amount is a guide only). There is no separate budget for civic awards therefore the cost is met from general reserves.

5. Appendices and Background Documents

Appendices:

- None.

Exempt appendices (if any):

- Exempt Appendix A: Nomination Papers
- Exempt Appendix B: Background Information

Background Papers:

- None

6. Cross Cutting Issues

A. Legal (including the Human Rights Act)

Pursuant to section 249 of the Local Government Act 1972 a principal Council may, by a resolution passed by not less than two thirds of the Members voting thereon at a meeting of the Council specially convened for the purpose with notice of the object, confer the title of Honorary Alderman on persons who have, in the opinion of Council, rendered eminent services to the Council as past members of that Council, but who are not then Members of the Council.

Acting on the recommendation is within the Council's powers as set out in the above statutory provisions.

Claudette Valmond – Head of Legal Partnership & Monitoring Officer – 2 May 2023

B. Finance and Other Resources

The cost will be met from the Democratic Services Budget

Jane Fineman – Head of Finance, Procurement and Parking – 16 May 2023

C. Other Implications (Staffing, Risk Management, Environment and Sustainability, Community Safety, Equalities, Data Protection, Health and Safety, Health and Wellbeing)

Data Protection: The personal information of the nominee is confidential and will remain exempt and/or redacted until such time as consent is given by the nominee to make the personal information manifestly public.

There are no other significant implications as a result of this decision.

Caroline Britt – Senior Democratic Services Officer – 27 April 2023